

Executive Registry  
058

28 June 1948

MEMORANDUM FOR: Executive for A & M  
Executive for I & S

I noticed in reading over the [ ] case that there is some evidence that undue favoritism is rearing its ugly head.

Will [ ]<sup>25X1</sup> please make up a circular for my signature, for distribution to all Central Intelligence Agency employees, condemning such practices, and explaining that no promotions, assignments to duty, allocations of work, leave, etc., are made on any other basis than that of merit, which is to be considered as inclusive of the characteristics of ability, industry, integrity, loyalty, length of service, promptness as well as those other unnamed characteristics that constitute a good employee.

The exercise of any undue favoritism in promotions, etc., may make the supervisory official subject to dismissal.

Will Colonel Edwards make a discreet, not formal, investigation to look into any cases of favoritism that may have already occurred.

*o / Done by EP 6-29*  
R. H. HILLENKOETTER  
Rear Admiral, USN  
Director of Central Intelligence

*Distribution:*  
*D*  
*Q + M*  
*L + S*

MORI/CDF Pages 2 & 3

*Security*

**CONFIDENTIAL**

Executive Order

056

28 June 1948

MEMORANDUM FOR: Executive for A&M  
Executive for I&S

25X1

SUBJECT: Alleged security violation by [ ]

1. The Director of Central Intelligence has personally and carefully reviewed the proceedings and statements, submitted in the subject case, and has arrived at the following findings:

25X1

a. A breach of security did, in fact, occur in that two persons were placed in positions requiring the handling of classified material before being completely cleared.

b. [ ] assigned the two uncleared persons without expressed official authority.

25X1

c. There is no evidence of deleterious motives on the part of [ ] prompting such action.

d. The present organization for effecting clearances of personnel and the administration for carrying out notifications of clearance are badly defined with no clear-cut delineations of either procedure or responsibility.

e. The present security organization is lacking in responsive controls, in that open breaches of security existed for approximately a week before being discovered.

25X1

2. It is, therefore, directed:

a. That [ ] be continued on duty status in his current grade, but that a written reprimand shall be administered and made a part of his official record.

b. That the Executive for A&M prepare and submit to the Director of Central Intelligence for approval a procedure for effecting notification of clearances which will be clear, fool-proof, and narrow responsibility to determinable personnel. Except in extraordinary cases, all notifications of clearances will be written.

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c. That the Executive for I&S prepare and submit to the Director of Central Intelligence for approval a procedure so developed that analogous violations of security will be detected in the minimum practicable time after occurrence.

d. That the two persons now working under provisional clearance execute secrecy agreements forthwith and that their final investigations for clearance be expedited to completion.

*A - RMM - Dist 24 25 26*

R. H. HILLENKOETTER  
Rear Admiral, USN  
Director of Central Intelligence

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036

29 June 1948

MEMORANDUM FOR: [REDACTED]

25X1

SUBJECT : Security Violation

1. The Director of Central Intelligence, after reviewing the circumstances submitted in subject case, has determined the following facts:

a. A breach of security occurred in that two persons were placed in positions requiring the handling of classified material before being completely cleared.

b. The responsibility for the assignment of the two unclassified persons without expressed official authority rested with you.

2. Although there is no evidence of deleterious motives on your part, such action was unwarranted and could result in serious consequences.

3. This letter will be made a part of your official file.

*Returned for to ED dispatch 6-29-48*

R. H. HILLENKOTTER  
Rear Admiral, USN  
Director of Central Intelligence

WCF/hea  
29 June 1948

Distribution:

Signer's copy ✓  
Exec for A&M  
Exec for I&S  
Personnel file  
Exec. Director